

## **Woodstock Planning and Zoning Regulation Review Subcommittee Special Meeting Minutes**

Thursday, January 12, 2012 Lower Level, Woodstock Town Hall 7:30 PM

1. The meeting was called to order at 7:35 p.m.
2. Roll Call: D. Fortin, Chair; S. Blodgett; K. Goldsmith; D. Young; J. Gordon, M.D.; G. Dickinson, M.D.; J. Adiletta; F. Rich; D. Durst; Staff: D. Fey, AICP, Planner/ZEO.
3. Citizen's Comments: none
4. Review D. Fortin's DRAFT Zoning Regulations handout of definitions  
The following changes were agreed to by the Subcommittee. Minor clarifications or deletions were made to clarify the meaning, where significant changes were made, they are included below, **bold** text is added, ~~crossed-out~~ is deleted. (The whole document with all changes from this meeting incorporated is on file with the Town Planner.)

~~**Board of Selectmen: the Board of Selectmen of the Town of Woodstock.**~~

Much discussion occurred about whether a business has an office within it or if the business was an office-type business. D. Fey suggested the following: 1. PZC identify which uses are retail, service and other types of businesses along with various accessory uses that often go along with the primary use. 2. Most businesses have an office where they do mailings, payroll, purchase ordering, etc. yet that does not mean the business is an 'office' business, it could be any kind of business. 3. PZC should regulate the use and not get confused with which building the business is located in; when a new structure is proposed it is regulated by the standards in the Regulations including setbacks and height.

**Office, Business and Professional:** space used primarily for conducting the affairs of a business, profession, service, industry, government, or like activity; it may include space used for services to office workers. ~~such as a restaurant, coffee shop, newspaper or candy stand, and child care facilities.~~

~~**Office Building:** a structure used primarily for conducting the affairs of a business, profession, service, industry, government, or like activity; it may include secondary services for office workers such as a restaurant, coffee shop, news stand, and child care facilities.~~

~~**Professional Offices:** Offices for recognized professions, such as doctors, dentists, lawyers, architects, engineers, land surveyors, accountants, artists, musicians, designers, teachers and~~

~~others who through training or experience are qualified to perform services of a professional, as distinguished from an occupational, nature.~~

**Certificate of Occupancy:** A document issued by a Building Official ~~governmental authority~~ allowing the occupancy or use of a building and certifying that the structure or use has been constructed ~~and will be used in~~ compliance with all the applicable ~~municipal~~ codes, and ordinances and regulations.

~~**Contiguous Buildable Area:** The area which is free of wetlands, steep slopes, or other limitations that is used for the proposed dwelling upon which the dwelling, septic system and well must be located.~~

A request was made to see a town map that shows the 100 year flood plain all over town. A concern is that if you cannot build in the 100 year flood plain then this can affect the property value and whether a loan can be obtained on that land. The Commission does not want to cause an unintended consequence and can come back to this topic after the 100 year flood plain is reviewed. D. Fey will look into getting a town flood plain mapping although it may be difficult because our part of the state is not having the floodplain maps updated because we have not suffered great flood damage as compared to other parts of the country.

**Buildable Area, Contiguous:** the undivided area free of wetlands and watercourses, steep slopes, ~~100-year floodplains~~ or with pre-existing restrictive easements or other Restricted Lands ~~limitations that is used for the proposed development dwelling upon which the dwelling, septic system and well must be located.~~

**Contiguous Buildable Area:** see Buildable Area, Contiguous

**Buildable Acreage, Gross:** all land contained within a parcel, exclusive of ~~state-defined inland~~ wetlands and watercourses, steep slopes, and pre-existing restrictive ~~conservation~~ easements or other Restricted Land.

**Cape Cod Style Curbing, Mountable:** A low curb with a slope designed to be crossed easily (See appendix for schematic).

~~**Curbing, Mountable / Cape Cod Style:** in order to protect the natural established pathways of amphibians and other wildlife and to make necessary curbing as unobtrusive as possible in a rural landscape, as well as to minimize damage to curbs by snow removal apparatus, Cape~~

~~Cod-style curbing or other similar low-profile types of curbing is preferred. (See appendix for schematic).~~

D. Durst will continue to research where the term ‘Development for Agricultural Purposes’ is used in the Regulations and to see if it is in the statutes, however for now it will be taken out unless a good reason is discovered to put it back in.

~~Development for Agricultural Purposes: development exclusively for use as agricultural land, as that term is defined in Connecticut General Statutes Section 22-26bb.~~

~~First Selectman: The First Selectman of the Town of Woodstock.~~

~~Highly Flammable Products and Explosive Materials: Any chemical compound mixture, or device, the primary or common purpose of which is to function by explosion; the term includes, but is not limited to, dynamite and other high explosives, black powder, pellet powder, initiating explosives, detonators, safety fuses, squibs, detonating cord, igniter cord, and igniters.~~

In addition to deleting the above definition, all related definitions will be deleted including: explosive products, hazardous substances, highly flammable products, and highly flammable.

~~Home Occupation: On a residential lot containing a dwelling, the use of a portion of a dwelling (or in a building accessory thereto) for home-based business purposes any occupation customarily carried on by a resident of that dwelling for compensation entirely within the resident's dwelling (or in a building accessory thereto), and meeting the requirements of Article \_\_\_\_ Section \_\_\_\_.~~ ~~Home occupations do not include such uses as barber shops, beauty parlors, commercial stables or kennels, real estate or insurance offices, teaching of more than three pupils simultaneously, and in the case of musical instruction, more than one pupil at a time.~~

The light related terms were compared with the DRAFT Lighting Regulations reviewed by Subcommittee on 10/6/2011, if the same term was defined in the Light Regulations, those would be used in lieu of the following.

**Illuminate: to supply with or brighten with light; to cause an object to glow.**

~~Illuminate: to supply with or brighten with light; to cause an object to glow from within.~~

Neither term was already included in the DRAFT Lighting Regulations, thus no decision

was made in terms of which term or definition to use for the following 2 definitions:

**Illumination, Indirect:** Illumination by reflected or diffused light.

**Indirect Light:** Illumination by reflected or diffused light.

All the lighting related definitions from the DRAFT section on lighting will be incorporated into Article II in alphabetical order with all the terms.

**Inland Wetlands and Watercourses Agency (IWWA ) or Agent:** The municipal agency or authorized agent charged with implementing the Inland Wetlands and Watercourses Act (C.G.S. Sections 22a-36 through 22a-45) and Woodstock's Ordinance Concerning Inland Wetlands and Watercourses ~~Inland Wetlands and Watercourses Agency or authorized Agent in Woodstock empowered by CGS to monitor and apply the State Inland Wetlands Regulations; acts as an agent of the State to protect critical natural resources and regulates certain activities near IWW Areas; advises other land use boards about wetland protection.~~ The Inland Wetlands and Watercourses Agency of the Town of Woodstock.

**Junk:** dilapidated, scrap or abandoned metal, paper, building material and equipment, bottles, glass, appliances, motor vehicles and parts thereof and other waste material that has been abandoned from its original use but which might be used again in its present or in a new form. (as compared to trash).

The previous definitions of 'Junkyard, (General)' and 'Automobile Junkyard' were combined into one definition:

**Junkyard (General):** the outside storage (whether in connection with a business or not) of four (4) or more second-hand items such as appliances, furniture, bedding, building parts including but not limited to plumbing fixtures, windows, lighting implements and other artifacts, but excluding outdoor recreational items for personal or family use. ~~such as slides, swings and similar.~~ ~~Junkyard/Automobile~~— The term "junkyard" shall be construed to include any junkyard, motor vehicle junk business, and motor vehicle junkyard as defined in the General Statutes of the State of Connecticut. The term shall also include any place for storage or deposit, whether in connection with a business or not, for two or more unregistered, used motor vehicles which are no longer intended or in condition for legal use on the public highways and shall include any place of storage or deposit of used parts of motor vehicles and old metals, iron, glass, paper, cordage, and other waste material which on any lot have an aggregate bulk equal to one automobile.

*[Amendment Effective 8/24/05]*

**Lot area, Minimum:** ~~The smallest lot area established by the zoning ordinance on which a use~~

~~or structure may be located in a particular district.~~

~~Lot size area, minimum: The smallest lot area established by the zoning ordinance on which a use or structure may be located in a particular district.~~

**Luminaire:** A complete lighting unit consisting of a light source, pole, and all mounting brackets, if appropriate, and all necessary mechanical, electrical, and decorative parts.

~~Luminaire, Cutoff type: A lamp or source of illumination with elements such as a shield, reflector, or refractor panels that direct and cut off light at a cutoff angle less than 90 degrees.~~

~~Petition: a formal written document requesting a right or benefit from a person or group in authority.~~

~~Review, Evaluation and Processing: the steps including all functions performed in direct connection with a land use application by the Planning Department, building official, road foreman, fire marshal, and any other town or designated contractor.~~

The definition for 'Riding Academy' or 'Horse Riding Academy' will be deleted and the term will be changed to 'Equestrian Academy'.

**Riding Academy:** See "Horse Riding Academy."

**Service Establishment:** Any building or structure that is used for the performance of a lawful business or personal service, including but not limited to the following: banking and bank-related functions; insurance carriers, agents, brokers and services; real estate and related services; personal services, such as laundering, dry cleaning, photographic services, beauty and barber services, day care centers, funeral and crematory services, restaurant, apparel repair, alteration and cleaning pickup services; repair services, including automobile repair and service and the sale of gasoline and automobiles; the sale of appliances, machine parts and products; furniture repair services; construction services; saw mills; and lumber yards. [Amendment Effective 8/24/05]

~~Site Plan: a plan, prepared to scale, showing accurately and with complete dimensioning, the boundaries of a site and all the buildings, structures, uses, and principal site development features proposed for a specific parcel of land; interpreted by the courts to include the entire package of documents submitted to a zoning commission or official to aid in determining the~~

~~conformity of a proposed building, use or structure with specific provisions of the zoning regulations.~~

5. DRAFT Zoning Regulations, Article V – tabled until next meeting

6. Agenda for February 2, 2011 Subcommittee meeting

Article V (dated 1/12/12) for February Subcommittee meeting after the Special Meeting with the Town Attorney.

Question for the Attorney: Can the minutes just refer to the recording? Can we post online within the deadline, that the recording is available, and if that would meet the requirement.

7. Other

- a. Can people use wifi to network and connect so they can see what D. Fey is working on in real-time, on their own laptops?
- b. K. Goldsmith has additional definitions he would like to propose. All proposed new definitions can be brought up when the pertinent topic comes up or as the need for the term is identified, then the proposed definition can be discussed and it will be incorporated into the Article II Definitions.
- c. D. Durst notified the Subcommittee that Paul Miller of the Agricultural Commission has stated that they are looking for an alternate member.
- d. J. Gordon, M.D., PZC Chair announced Lynne White is the newest member of the Commission. She was appointed to take the vacancy left by Seth Spalding.

8. Adjournment was at 9:43 p.m. (J. Gordon, M.D./ D. Durst). All in favor, motion carries.